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Nursing.

EIGHTY-EIGHTH ANNUAL REPORT

OF THE

BOARD OF MANAGERS

OF THE

BELLEVUE and MILLS SCHOOLS OF NURSING, Inc.

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1960-61

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EIGHTY-EIGHTH ANNUAL REPORT

OF THE

BOARD OF MANAGERS

OF THE

BELLEVUE and MILLS SCHOOLS OF NURSING, Inc.

440 East 26th Street

New York 10, N. Y.

BOARD OF MANAGERS
1961 - 1962

President
Mrs. John J. McCloy
79 East 79 St., New York 21

First Vice-President
Mrs. Gardner D. Stout
150 East 73 St., New York 21

Second Vice-President
Mrs. Victor Borella
200 East 66 St., New York 21

Third Vice-President
Mrs. Edward S. Rimer
Millstone Road, Wilton, Conn.

Secretary
Mrs. Albert Francke, Jr.
156 East 74 St., New York 21

Assistant Secretary
Mrs. Archibald Douglas, Jr.
Tuxedo Park, New York

Treasurer
Mrs. William H. Osborn
117 East 70 St., New York 21

Assistant Treasurer
Mrs. Jose M. Ferrer, Jr.
133 East 80 St., New York 21

Bank of New York and
Fifth Avenue Bank
(Madison Avenue Branch)

Edith Northcote Fund
Wiman Fund

Treasurer
Mrs. Jose M. Ferrer, Jr.
133 East 80 St., New York 21

BOARD MEMBERS

APRIL 1962

Mrs. J. Howland Auchincloss
Mrs. Archibald Douglas, Jr.
Mrs. Edward C. Lord
Mrs. Grayson M. P. Murphy
Mrs. Frederic R. Pratt
Mrs. Samuel Rosenberry

APRIL 1963

Mrs. W. Palmer Dixon
Mrs. John L. Loeb
Mrs. Edward G. Lowry, Jr.
Mrs. John J. McCloy
Mrs. William H. Osborn

APRIL 1964

Mrs. John French
Mrs. E. Burden Maynard
Mrs. Harold Medina, Jr.
Mrs. Peter Paine
Mrs. Hamilton Southworth
Mrs. Gardner D. Stout

APRIL 1965

Mrs. Henry C. Alexander
Mrs. Jose M. Ferrer, Jr.
Mrs. Edwin H. Koehler
Mrs. Willets Meyer
Mrs. Edward S. Rimer
Mrs. Nelson A. Rockefeller

APRIL 1966

Mrs. Victor Borella
Mrs. Henry C. Brunie
Mrs. Albert Francke, Jr.
Mrs. Elliott Goodwin
Mrs. Harold P. Kurzman
Mrs. Vanderbilt Webb

STANDING COMMITTEES
1961 - 1962

Budget Committee	Mrs. Edward G. Lowry, *Chairman*
Counseling & Guidance Committee	Mrs. John L. Loeb, *Chairman*
Education Committee	Mrs. Elliot Goodwin, *Chairman*
Health Committee	Mrs. Edward S. Rimer, *Chairman*
House Committee	Mrs. E. Burden Maynard, *Chairman*
Library Committee	Mrs. Edward G. Lowry, Jr., *Chairman*
Membership Committee	Mrs. J. Howland Auchincloss, *Chairman*
Nursing Committee	Mrs. John L. Loeb, *Chairman*
Ward Visiting Committee	Mrs. Willets Meyer, *Chairman*

HONORARY MEMBERS

Mrs. Winthrop Aldrich
Mrs. Harold Otis

ASSOCIATE MEMBERS

Mrs. George Tucker Bispham
Mrs. Charles Burlingham
Mrs. Archibald Douglas
Mrs. John Foster Dulles
Mrs. Harry Forsyth
Mrs. George S. Franklin
Mrs. G. Beekman Hoppin
Mrs. L. Randolph Mason
Mrs. Lansing P. Reed

REPORT OF THE PRESIDENT

For the Fiscal Year July 1, 1960 to June 30, 1961

As we have had to report too often in the past, so again the year 1960-1961 has been a very difficult one due, as always, to the acute shortage of registered nurses. We realize that this is a nation-wide problem but feel that our particular emergency could be remedied were only certain working conditions and living conditions improved. Bellevue offers such rich professional experience and interest to nurses that were the barriers of salary scale, accessible housing and working conditions removed our graduates would not drift away in such alarming numbers. The Executive Committee composed of Board Members, Department of Hospital officials and New York University executives has actively pursued possibilities to house graduate nurses as yet, however, with no immediate solution.

Bellevue and Mills Schools of Nursing for men and women are, as is well known, over-subscribed and rated among the highest. Could we hope that a good proportion of our graduates would stay on at Bellevue for hospital service much of the present anxiety would be relieved.

The Board takes great pride in the Health Service of the Schools. Its infirmary is well staffed and as Mrs. Rimer, the responsible Board member, reports that the general health record of the students has been remarkably good. The incidence of serious illness has been low.

Other Board members follow carefully the needs of the residence and struggle to expedite necessary repairs.

The Education Committee of the Board follows the trends of the day in nursing education and the Executive Committee has given these problems much thought.

Mrs. Loeb and the Nursing Committee report wide appreciation of the scholarship aid awarded annually by the Board for part-time graduate study. These Scholarships are awarded after careful screening and evidence the Board's interest in their graduate as well as student nurses.

Our Budget Committee continues its warm support, before the city authorities, of the School's very modest request for acutely needed new positions.

For example:

1. Additional bookkeeping help. There is at present in a school of 600 students only one bookkeeper position allowed.

2. Assignment of four institutional aides as laboratory cleaners.

3. And most important of all, seven Supervisor of Nurses positions vitally needed as clinical instructors on the Wards.

These requests made for the last budget period were not granted. Events have proven how necessary they were and still are.

The Board continues its visiting throughout the hospital wards and pavillions. By this means we are able to follow the practical training of our student nurses and the ward conditions affecting patient care.

Still the most critical area of the hospital is the Pyschiatric Pavillion where conditions, due to overcrowding, are frightening. The Board urges that the greatest efforts be made to rectify this absolutely distressing situation.

This report, recounting the activities of the Board, would be incomplete did it not reflect our admiration and gratitude to Miss Ryan and her staff for their steadfast and faithful devotion to the hospital and to the schools.

Respectfully submitted,

ELLEN MCCLOY

REPORT OF THE SECRETARY
1960 - 1961

From September 28, 1960 to June 14, 1961 there were fifteen meetings of the Board of Managers. As there was no quorum present on October 28, 1960, no minutes were taken. One meeting date fell on Columbus Day, October 12th and that meeting was cancelled.

At the Annual Meeting of the Society of the Bellevue and Mills Schools of Nursing held on April 12, 1961, the following Managers were elected to the Class of 1966:

Mrs. Victor Borella
Mrs. Henry C. Brunie
Mrs. Albert Francke, Jr.
Mrs. Elliott Goodwin
Mrs. Harold P. Kurzman
Mrs. Vanderbilt Webb

At the Annual Meeting of the Board of Managers of the Bellevue and Mills Schools of Nursing, held on April 12, 1961, the following officers were elected to serve for one year or until their successors shall be appointed:

Mrs. John J. McCloy ..... President
Mrs. Gardner D. Stout ..... First Vice-President
Mrs. Victor Borella ..... Second Vice-President
Mrs. Edward S. Rimer ..... Third Vice-President
Mrs. William H. Osborn ..... Treasurer
Mrs. Jose M. Ferrer, Jr. ..... Assistant Treasurer
Mrs. Albert Francke, Jr. ..... Secretary
Mrs. Archibald Douglas, Jr. ..... Assistant Secretary

Mrs. James S. Murphy's resignation was accepted with regret at the January 11, 1961 meeting. Mrs. Maynard was appointed to take her place as Chairman of the House Committee and Mrs. Lowry was appointed to take her place as Chairman of the Library Committee.

Mrs. Kurzman and Miss Ryan arranged a very interesting tour of the hospital for Board Members before the regular Board meeting on January 28, 1961.

The National League for Nursing Accreditation visited the hospital in March. The Hospital Accreditation Committee visited in April and the State Education Department visited in June. As a diploma school Bellevue stands very high in the country. However all reviewers recognize that the hospital is hampered due to limited clinical facilities.

A leave of absence was granted to Mrs. Dixon.

Respectfully submitted,

MRS. ALBERT FRANCKE, JR.
Secretary

FACULTY
BELLEVUE AND MILLS SCHOOLS OF NURSING
AND
ADMINISTRATIVE AND SUPERVISORY STAFF
BELLEVUE HOSPITAL CENTER NURSING SERVICE

July 1, 1959 to June 30, 1960

ADMINISTRATIVE OFFICERS OF FACULTY

THELMA J. RYAN, R.N., B.S., M.A., *Director*
JOSEPHINE K. TETRICK, R.N., B.S., M.A., *Associate Director*
HELEN CARMODY, R.N., B.S., M.S., *Assistant Director for Curriculum*
EVA THOST, R.N., B.S., M.A., *Assistant Director for Clinical Instruction*
PEARL PAPASIAN, R.N., B.S., M.A., *Assistant Director for Clinical Instruction*
HELEN V. RYAN, R.N., B.A., M.A., *Assistant Director for Student Personnel and Guidance*
RITA LACOUTURE, R.N., B.S., *Supervisor of Student Health*

FACULTY AND STAFF

ROBERT AKST, R.N., B.S., M.A., *Instructor of Medical-Surgical Nursing*
PAUL AMOS, B.A., M.A., M.S., *Librarian*
*DOROTHY BELL, R.N., *Instructor of Maternal and Child Health*
GLORIA BRAXTON, R.N., B.S., B.A., M.A., *Instructor of Biological and Physical Sciences*
*GRAYCE BROGAN, R.N., B.S., *Coordinator for Surgical Specialties*
ELLEN BUCHMAIER, R.N., B.S., *Assistant Instructor of Nursing Foundations*
ALICE BURKHARDT, B.A., M.A., *Recreational Counselor*
MYRTLE BYRON, R.N., *Supervisor Residence*
JOHN CONWAY, B.A., *Recreational Counselor*
LOUISE FAULKNER, R.N., B.A., *Instructor of Medical-Surgical Nursing*
BEATRICE FINKELSTEIN, B.S., *Instructor of Nutrition*
CAROL FREDA, R.N., B.S., *Instructor of Nursing Foundations*
BELVA GARDINER, R.N., B.S., M.S., *Instructor of Biological and Physical Sciences*
*RUTH GISHLER, R.N., B.S., M.A., *Instructor of Medical-Surgical Nursing*
*JEANNE GRUSHINSKI, R.N., B.S., M.A., M.S., *Coordinator for Medical Nursing*
LOUIS HALPRYN, R.N., B.S., M.S., *Instructor of Biological and Physical Sciences*
ANNE HENNESSEY, R.N., B.S., *Instructor of Maternal and Child Health*
ANITA JOHNSTON, R.N., B.S., *Instructor of Biological and Physical Sciences*
*BETTY KAUFFMAN, R.N., B.A., B.S., M.A., *Instructor of Maternal and Child Health*
MARY KEANE, R.N., *Instructor of Nursing Foundations*
*DORIS KING, R.N., *Instructor of Medical-Surgical Nursing*
HILDA KOLLARITSH, R.N., B.S., *Instructor of Medical-Surgical Nursing*
RAYMOND KRUPO, R.N., B.S., *Student Personnel Assistant*
ROSEMARY MCCULLY, R.N., B.S., *Instructor of Medical-Surgical Nursing*
*LOUISE MACCHIO, R.N., B.S., *Instructor of Neurological Nursing*
TERESA MADONNA, R.N., B.S., *Instructor of Psychiatric Nursing*
*DOROTHY MICHALSKI, R.N., B.S., *Coordinator for Operating Room Nursing*
JEAN MARIE MOORE, R.N., B.S., *Instructor of Medical-Surgical Nursing*
*ALICE MORRISSEY, R.N., B.S., *Instructor of Rehabilitation Nursing*
*AGNES MURRAY, R.N., B.S., M.A., *Coordinator for Pediatric Nursing*

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*Also responsible for supervision of service.

*William Patterson, R.N., B.S., *Coordinator for Surgical Nursing*
Dolores Phillips, R.N., B.S., M.A., *Instructor of Biological and Physical Sciences*
Anne Richwall, R.N., B.S., M.A., *Instructor of Medical-Surgical Nursing*
Willie Robertson, R.N., *Instructor of Nursing Foundations*
Estelle Schneider, B.S., *Instructor of Physical Education*
Mary Tomaselli, R.N., *Assistant Instructor of Nursing Foundations*
Ludovina Toro, R.N., B.S., *Instructor of Medical-Surgical Nursing*
Jolan Toth, R.N., B.S., M.A., *Instructor of Psychiatric Nursing*
Marion Tuckett, B.S., M.S., *Instructor of Nutrition*
Kay Palmer Vetter, R.N., B.S., *Instructor of Nursing Foundations*
*Helen Wago, R.N., B.S., M.A., ED.D., *Coordinator for Chest Nursing*
Doris Wiese, R.N., B.S., *Instructor of Medical-Surgical Nursing*

Assistant Clinical Instructors

In addition to the above listed faculty members, there were 68 assistant clinical instructors who were assigned to the various clinical areas in which students were having their clinical experience.

ADMINISTRATIVE OFFICERS OF NURSING SERVICE

Thelma J. Ryan, R.N., B.S., M.A., *Director*
Madeleine R. Murray, R.N., B.S., M.A., *Associate Director*
Charles Heroy, R.N., B.S., M.A., *Assistant Director*
Ed Wade Jernigan, R.N., B.S., *Assistant Director*
Annetta Hoffmann, R.N., *Assistant Director for Psychiatric Service*
Alice Kinch, R.N., B.S., M.A., *Assistant Director for Staff Education*
Sara Edwards, R.N., B.S., M.A., *Assistant Director—Evening*
Helena O. Sird, R.N., B.S., *Assistant Director—Night*
Marie Sandish Lamberton, R.N., B.S., *Assistant to Director*

SUPERVISORS AND STAFF

Jane R. Ajello, R.N., *Admitting and Emergency Service*
Margaret Ballantine, R.N., *Psychiatric Service—Evening*
Minnie F. Biffer, R.N., *Surgical Supplies and Equipment*
Marion Blood, R.N., *Relief—Evening*
Beulah Brooks, R.N., *Chest Service—Evening*
Gilbert Brooks, R.N., B.S., *Adult Surgical Specialties*
Ellen B. Brown, R.N., B.S., M.A., *Psychiatric Service—Evening*
Marion B. Brown, R.N., B.S., *Psychiatric Service*
Harold Clark, R.N., *Psychiatric Service*
Edna Coleman, R.N., B.S., *Medical Service*
Mae Bates Colley, R.N., B.S., M.A., *Instructor for Auxiliary Personnel*
Clyde Cunningham, R.N., *Relief—Night*
Marguerite Davis, R.N., B.S., *Instructor for Auxiliary Personnel—Psychiatry*
Alberta Ellis, R.N., *Adult Special Services*
Helen Evans, R.N., B.S., *Pediatric Service—Night*

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*Also responsible for supervision of service.

Dave Feinberg, R.N., B.S., *Instructor for Auxiliary Personnel*
Ruth Fink, R.N., *Relief-Night*
Herbert Franklin, R.N., *Psychiatric Service—Night*
Hermina Fromm, R.N., *F & G Pavilion*
Helen German, R.N., B.S., *Psychiatric Service*
Euthemia Gianukakis, R.N., *Relief—Night*
Miriam Gonzales, R.N., *Conference Nurse for Obstetrics*
Myra Greenidge, R.N., *Psychiatric Service—Night*
Warren B. Hatcher, R.N., B.S., *Psychiatric Service—Night*
Irene Higgins, R.N., *A & B Pavilion*
Doris Hoey, R.N., *Medical Service—Evening*
Julius Horton, R.N., B.A., *Surgical Service—Night*
Rose V. Horvath, R.N., B.S., *Pediatric Service*
Blanche Jackowski, R.N., *Psychiatric Service*
Dorothy Jones, R.N., *Instructor for Auxiliary Personnel*
Mary I. Knapp, R.N., B.S., M.A., *Psychiatric Service*
Stanley Korwek, R.N., B.S., *Instructor for Auxiliary Personnel—Psychiatry*
Arline Lauffenberger, R.N., *Psychiatric Pavilion*
Hattie Lewis, R.N., *Adult Special Services—Night*
Juliette Lewis, R.N., *Psychiatric Service—Mental Hygiene Clinic*
Marilyn Link, R.N., B.S., M.A., *Surgical Service*
Anne McDonald, R.N., B.S., *Obstetric Service*
Gertrude McLaughlin, R.N., *Relief—Night*
Barbara Manzo, R.N., *Surgical Service—Evening*
Ruth B. Mingus, R.N., *I & K Pavilion*
Julia Murray, R.N., B.S., *Relief—Night*
James Nehring, R.N., *Relief-Evening*
Katherine Owen, R.N., *Pediatric Service, Relief—Evening and Night*
Christine Parsekian, R.N., *Relief-Evening*
Blanche Peckham, R.N., *C & D Pavilion*
Gerald Peterson, R.N., B.S., *Admitting Service—Psychiatry*
Jeanne Phillipe, R.N., B.S., M.A., *Admitting and Emergency Service-Night*
Aften Phillips, R.N., *Surgical Service-Evening*
Eugenia Plass, R.N., *Medical Service—Night*
Frank Quick, R.N., *Psychiatric Service-Night*
Alice Quinn, R.N., B.S., *Pediatric Service—Evening*
Gilbert Rainer, R.N., *Psychiatric Service*
John H. Reid, Jr., R.N., *Psychiatric Service—Evening*
Eleanor Reilly, R.N., B.S., *Adult Special Services-Night*
Dorothy Ross, R.N., B.S., *Neurology and Gynecology Services*
Sylvia Sadkin, R.N., B.S., M.A., *Psychiatric Service*
Leona Singer, R.N., *Out Patient Service*
Pauline Sjogren, R.N., *Chest Service—Night*
Mae Belle Stehler, R.N., *R & S Pavilion*
Arthur Sullivan, R.N., B.S., *Relief-Evening*
Crescentia Troy, R.N., B.S., *Home Care Service*
Cora Warren, R.N., B.S., *Psychiatric Service—Evening*
George Wright, R.N., B.S., *Admitting and Emergency Service—Evening*
Dana Young, R.N., B.S., *Psychiatric Service—Night*
Alexander Yowik, R.N., *Adult Special Services—Evening*

SECRETARIES

Belle Grossman Reibel, *School of Nursing*
Renata Briganti, *Nursing Service*

REPORT OF THE BELLEVUE AND MILLS SCHOOLS OF NURSING

1960 - 1961

To the Board of Managers:

This year has been a demanding one and along with its many problems a very productive one. Among our accomplishments are the following:

1. The faculty has worked hard to implement and constantly evaluate the reorganized curriculum through its second year and to make detailed plans for the third year.

2. A school bulletin was published, the first in many years, and has proven to be most helpful. A plan to publish a bulletin every two years has been determined.

3. The permanent and summary records for recording formal and clinical classes, and clinical experience and performance have been revised.

4. Preparation and plans for the two visitors from the National League for Nursing Accreditation Service to reaccredit the basic nursing program were made. They visited us from February 20 - 25, 1961. As this report was being compiled we were notified that the Board of Review fully accredited the program and made a few recommendations for consideration. Our last visit was in 1955 and an interim written report was submitted in 1958.

5. Preparation and plans were made for a representative from the New York State Department of Education to re-register our basic nursing program. This visit was made June 13 - 14, 1961. To date we have not been informed of the findings. A yearly written report is submitted and an official visit is made every five years. An extension of time was granted for the 33-month program to cover the students enrolled in that program.

6. The Committee on Admissions has been deluged with applications and as a result the quota for the class entering in September 1961 was reached in the early spring and a substantial alternate list was compiled. The decision of the Executive Committee to assign 250 rooms in the Residence for use by graduate nurses on the Bellevue Hospital nursing staff decreased the possible enrollment by approximately 50 students. Between 150 - 200 rooms have been occupied by graduate nurses for several years.

7. As requested by the Executive Committee the vacation schedules for students have been carefully studied and rearranged. The terminal vacation period for seniors will be discontinued and the senior

year vacation will be in February - March. This will enable all formal and clinical classes to be completed on time, give students the opportunity to participate in all of the School and Student Association activities in the Spring and to prepare for graduation week in June.

This change in schedule will put heavy pressure on the housekeeping department and it is hoped that it will be able to meet the demands placed upon it.

STUDENT ENROLLMENT

	Degree		Diploma		Total		
	Bellevue	Mills	Bellevue	Mills	Bellevue	Mills	Total
1st year students	0	0	220	22	220	22	242
2nd year students	1	0	173	5	174	5	179
3rd year students	1	0	109	8	110	8	118
Grand Total June 30, 1961							539

AFFILIATING STUDENTS

On November 29, 1960 the last group of students (24) from the Lincoln School of Nursing completed their affiliation for psychiatric nursing. The completion of this course terminates all affiliations at the Schools.

GRADUATE NURSE STUDENTS

Two students from Teachers College, Columbia University completed four (4) weeks of field experience in mental health and psychiatric nursing. The major being in curriculum planning and teaching.

Four students were enrolled in the post-graduate course in rehabilitation nursing from October 4, 1960 to November 24, 1960. These students were from Belgium, Portugal, British West Indies and New Jersey.

Extensive periods of orientation to rehabilitation nursing have been conducted throughout the year for foreign graduate nurses, as well as nurses from local hospitals.

RESEARCH STUDIES

It was the decision of the Administrative Council not to participate in any extensive research projects this school year. Instead, a great deal of time was devoted to preparing for the reregistration of the program by the New York State Education Department and reaccreditation of the Schools by the National League for Nursing. However, a plan is under way to participate in a research project sponsored by the United States Public Health Service. This pilot study of 25 schools on the eastern seaboard is in relation to the attrition rate in all types of nursing schools. It will be extended to approximately 100 schools of various size and type across the country.

EDUCATIONAL PROGRAM

CURRICULUM

The Steering Committe for Curriculum met regularly this past school year. Many issues and facets of the program were investigated and adjustments and evaluations of the new curriculum were made in light of the progress and performance of the students of the class of 1962. The instructors in the second year of the rotation, namely Maternal and Child Health, Psycho-Neuro-Rehabilitation, were able to recognize the weaknesses and strengths of the students enrolled in the new program as compared to students in the old curriculum. This observation resulted in a review of the program for the first year and a half, with recommendations and adjustments to improve the first part of the program.

The need to adjust instruction in Pharmacology and Drugs and Solutions prompted the faculty to provide a small amount of functional type of clinical experience in preparing and administering medicines during the Medical-Surgical Nursing program.

It seems desirable to increase the amount of time allotted for clinical observation and practice during the first term freshman period and to make necessary adjustments during Medical-Surgical Nursing I and II in order to assist the students in developing more skill in the performance of nursing procedures and techniques.

The change in the rotation plan for Medical-Surgical Nursing II now provides a more systematic rotation of students to five groupings of related clinical areas. This new plan will permit the instructors to arrange a more orderly sequence of learning experiences for the students. The change in rotation will also provide a more even distribtution of students into the clinical units.

The faculty, through the activities of the Steering Committee, has also devoted a great deal of time to the discussion of methods and tools used in evaluating students. Two new forms for recording anecdotal notations are being used experimentally in obstetrics, pediatrics and psychiatry.

The problems encountered in the weighting of unit grades and final examinations were many. Further consideration will be given to this matter when committees resume activities in the fall of 1961.

The advance nursing program which is scheduled to begin in the spring of 1962 has been carefully reviewed and necessary adjustments

made in order to facilitate a smooth induction of this phase of the program. We are looking forward to this phase since this senior program appears to be better defined than we have had in recent years.

The faculty and students seem to be deriving a great deal of satisfaction from the reorganized program and we are all looking forward to the time when the class of 1962 will be taking State Board Examinations. This will be a true evaluation of the program.

LIBRARY

At the beginning of the fiscal year, 1960-61, the library added to the staff Mrs. Gertrude Hidalgo, as a replacement for Mrs. Ethel Walsh. We were sorry to lose the conscientious and intelligent Mrs. Walsh but we are fortunate in being able to replace her by the devoted and apt Mrs. Hidalgo. Mrs. Hidalgo has been especially helpful in the processing and repairing of books.

In the autumn of 1960, with the approval of the Faculty Library Committee, the library added to its collection, books on narcotic addiction, midwifery, obstetrics, physical medicine and rehabilitation, nursing administration and psychiatry. At a meeting of the Committee in December it was suggested that the library acquire more copies of nursing books in such fields as gynecology, obstetrics and neurology. The Committee approved this suggestion.

At a meeting late in 1960, the Student Library Committee selected many new recreational books. Mr. Patterson, Coordinator for Surgical Nursing, made a generous gift of recreational books to the library.

The revised library manual is an addition to the library and its services to the students and staff.

In May and early June, the librarian attended the annual meetings of the Medical Library Association and the Special Libraries Association in Seattle and San Francisco, respectively.

The library has obtained and now maintains an historical collection of over a thousand volumes with the emphasis on Bellevue History. This consists not only of yearbooks of the various graduating classes, reaching back over many years, but also alumnae bulletins, special histories of Bellevue and photographs of Bellevue activities in World Wars I and II. The collection is also made up of general medical histories and a number of good biographies.

It is with regret that it must be reported that the City of New York cancelled the $100.00 book budget for the fiscal year. However, the $200.00 budget for periodicals and a small amount for binding was approved.

The librarian appreciated the loyal cooperation of the library staff and the members of the Faculty and Student Library Committees during the academic year 1960-61.

Statistics:		
New Books		
Reference including bound periodicals		368
Titles	255	
Duplicates	113	
Recreational (fiction and non-fiction)		85
Books Discarded		
Reference		37
Recreational		27
Totals		
Reference including bound periodicals		8,848
Circulation		
General books		7,635
Periodicals		2,371
Pamphlets		430
Total general circulation		10,436
Number of readers		11,506
Number of reserve books		4,554
Orientation to the library		
Students		250
Educational films rented or borrowed		206
Visitors from other schools, states and countries		50

STUDENT PERSONNEL PROGRAM

RESIGNATIONS AND APPOINTMENTS

Several changes in staff occurred during the past year. Mr. James Murphy, Recreational Counselor and Miss Mabel Stott, Student Counselor, resigned. Mr. Raymond Krupo, Student Personnel Assistant and Mr. John Conway, Recreational Counselor, joined the staff. It is with sincere regret that we report the death of Mrs. Jacquelyn Brenner. Mrs. Brenner was a loyal staff member who made fine contributions to the Brenner was a loyal staff member who made many fine contributions to the program during her tenure as Social counselor and as organizer and director of the school chorus.

COUNSELING AND GUIDANCE

In planning for the large freshman class which was admitted last September, considerable thought was given to ways and means of orienting the group to their personal and professional responsibilities. The course in Professional Nursing was reviewed, in consultation with

other members of the administrative staff, and revisions were made in content and placement. The Student Personnel staff assisted in conducting the course and assumed responsibilities for the units devoted to community living, social behavior, interpersonal relationships and student organizations. Formal class instruction was followed by a series of group conferences which extended throughout the first term. This procedure was effective in helping the staff to become acquainted with individual students and to identify, more readily, specific areas where assistance was indicated.

In view of our increasing enrollment a change of procedure was initiated for the exit interviews with senior students. Each student is now interviewed by a member of the administrative staff before completion of the course. At this time, records are reviewed, future plans are discussed and suggestions are elicited for evaluation of the program.

Students of all levels have sought assistance with problems which have been numerous and varied. The cooperation of faculty members in directing students to the counselors is very much appreciated.

STUDENT ACTIVITIES

It has been very gratifying to observe the progress made by the student organizations during the past year. Various groups have demonstrated an increasing sense of responsibility for the social and recreational program and Bellevue and Mills students have worked cooperatively in many areas.

A Mills senior student directed the school chorus which performed admirably on several occasions, including graduation. Their outstanding program, the Jacquelyn C. Brenner Memorial Concert, held in June, was a fitting tribute to their former director. The Theatre Guild had a very successful year under the direction of a Bellevue senior student. Their presentations included a Christmas play and a three act comedy, "Every Family Has One", in the spring. The Modern Dance Group, a new venture, performed with considerable grace and skill on several occasions. The staff of Starch and Stripes, which issued a paper each month during the school year, is to be especially commended for the caliber of their work.

The monthly calendar of events provided a variety of activities throughout the year. One of the highlights was the get-together party given by the Board of Managers for the entire student body in May.

The Student Association met monthly and the officers assumed their responsibilities in a very capable manner. The Constitution and By-laws of the Bellevue Student Association were revised in the spring. Twelve delegates attended the convention of the National Student Nurses Association in Cleveland in April. A Bellevue student was elected treasurer of the Student Nurses Association of New York State and two Bellevue students served as officers of Area 8.

HEALTH

The student health service has had, as usual, a very busy year as indicated by the following statistics:

Infirmary admissions		755
Virus pneumonia	4	
Infectious hepatitis	2	
Infectious mononucleosis	7	
Morning sick call		1,177
Consultant visits		550
Major surgery		3
Minor surgery and accidents		9

In view of the total student enrollment of 539 students, this appears to be a good indication of the health status of the students. All students off duty ill with minor or major illnesses are admitted to the Infirmary.

It is also interesting to note, as reported by the gynecologist, that there is a change in attitude on the part of the students in the acceptance of gynecological examination. This health examination is accepted by the students, which is in sharp contrast to the hestitancy and fear observed in other young women of the same age group.

The school physician continues to place emphasis on tuberculosis prevention by the use of the tuberulin test and Isoniazid prophylaxis upon tuberculin conversion. Fourteen students have received the drug this past year.

A booklet designed to inform students of the Infirmary routine and policies was prepared and seems to be helpful in orienting them to a new experience.

RESIDENCE

We are pleased to report that the automatic control of the elevators, especially during the evening and night tours, is proving very satisfactory.

The furniture in the Reception Room has been reupholstered and is quite attractive. We are, however, awaiting the new draperies which should add considerably to the homey atmosphere of this room. Draperies are gradually being replaced in the student rooms.

The air conditioners in the Reception Room have been most unsatisfactory. Due to faulty installation and inability to correct same they give us little service.

RECRUITMENT

The Recruitment Committee had a very busy year. The Faculty membership remained the same and a total of 27 students participated in the well-defined program.

"Open House" continues to attract a large group of students who are interested in the nursing profession. A total of 8 programs attracted 536 high school students.

The students and a faculty member, made a total of 14 speaking engagements at various student assemblies such as Future Nurses Clubs, Career Day and College Night Programs and Parent-Teachers meetings. It is interesting to note that a total of 3,234 students were given information about nursing which is considerably more than the same period last year.

Two copies of the new school bulletin were mailed to 150 high schools. These copies were designated for the school counselor and for the library of each school.

The school newspaper, Starch and Stripes, is still in demand and many schools indicate that they wish to remain on the mailing list.

The plan to tour prospective applicants through the educational and recreational areas, as well as a brief trip to the hospital, is proving very beneficial to the prospective students and a source of pleasure for the student members of the Recruitment Committee.

ARMY STUDENT NURSE PROGRAM

In the past, this program attracted an average of ten (10) students each year. This year, three (3) students applied and one (1) student was accepted. Miss Barbara Blanning will complete the senior year at the Bellevue School of Nursing and then will be inducted into the Army Nurse Corps as an officer after successfully completing the New York State Board Examination.

CAPPING AND INSIGNIA EXERCISES

At the time the faculty undertook the revision of the nursing program, it was the decision of the Administrative Council that the women students would receive the Bellevue cap at the Awards exercise the evening before graduation day at University Heights. The Mills students wear the insignia throughout the program. For this reason, no capping and insignia exercises were held in September 1960. The class of 1962 will receive the cap prior to graduation in June 1962.

GRADUATION

On Wednesday June 7, 1961, a total of 168 students attended the graduation exercises for the class of 1961, which were held on the University Heights campus of New York University. There were 145 women and 14 men candidates for the diploma in nursing and 9 women candidates for the Bachelor of Science Degree. These candidates include those men and women who completed the program in the Spring.

BELLEVUE SCHOOL OF NURSING

Eleanor Adam
JoAnn Willett Ackerman
Carmen Alleyne
Janet Arrington
Veronica Augustin
Dorothea Bachner
Carol Baker
Carol Beatty
Mae Beckmann
Gail Beeber
Norma Bendo
Patricia Berke
Suzanne Berninger
*Helena Bidovski
Georgia Kelsch Bienstock
Grace Blackman
Judith Bollinger
Blanche Bracco
Loretta Brown
Helen Byrne
Regina Byrne
Sheila Callaghan
Mary Ann Callahan
Margaret Canavan
Dorothy Cascioli
Joan Cassan
Felicia Cecconi
Helen Pavlak Cordero
Joan Cornish
Pamela Coroen
*Catherine Cox
Margaret Cribben
Rose Ann Damanti
Catherine Deane
Anita DerGarabedian
June DiDomizio
*Frances DiLeva
Dorothy Dippold
Marilyn Dougherty
Marie DuBisson
Robin DuPont
Anne Ellis
Wilma Peeples Ellis
Nancy Falk
Gemma Flattly
Marjorie Fleming
Elaine Frankel
Irene Baer Friendly
Natalie Garcia
Nancy Gaw
Jeanne Geier
Diane Glass
Geraldine Gorden
Jane Grau
Odette Gregorio
Ann Guerra
Luci Hamp
Linda Higgins Haynes
Susan Heather
Patricia Heidicker
Beverly Helfgott
Geraldine Herman
Constance Hey
Pamela Hutchinson
Veronica Hynes
Barbara Ann Iannozzi
Joan Jankowski
*Frances Johnson
Hilda Jonas
Ann Karcich
Emily Schecter Kass
Barbara Kelsey
Rosalie Weinberg Kesselman
Margaret Kilduff
Eula King
Patricia Kirk
Danae Grant Kirschbaum
Loretta Knapp
Mary Ann Kosbi
Ann Kyriakos

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*Students receiving the Bachelor of Science Degree from New York University upon completion of the course in Nursing.

Mildred Langer
Suzanne Tariol LaVelle
Bettyann Levinsky
Carolyn Lewis
*Roselyn Linchitz
*Rhoda Lucker
Jean McEvoy
Mary McIntyre
Maureen McLean
Patricia McMackin
Arlene MacEwen
Carol Ann Marino
Roberta Marsh
*Carole Mayhew
Catherine Mongiello
Joan Morabito
Nora Murphy
Carmen Negron
Mildred Nieves
Mary O'Brien
Patricia O'Keefe
Mary O'Neill
Anne O'Toole
Mary Petry
Rosebud Pew
Laraine Razzino
Catherine Rella
Nancy Reme
Mary Reynolds
Carol Richard
Elaine Rini
Margaret Ritchie
*Rena Rothberg
Carol Ruebsamen
Alice Ruddy
Jean Santoro
Lois Schmid
*Barbara Skoblicki
Ann Sheppard
Gwendolyn Small
Mary Ann Dorsey Smith
Mary Smith
Diane Stark
Theresa Steers
Mary Stenson
Barbara Stroble
Evelyn Strohm
Jo-Ann Sullivan
Jacqueline Sweeney
Gailbonnie Taranow
Jeane McNeill Taylor
Brenda Lee Teitch
Jane Thompson
Patricia Thompson
Ingeborg Tohvri
Ann Treanor
Anabell Tucker
Catherine Vassallo
Lillian Vazquez
Marianne Voelker
Nancy Colleary Volpe
Judith Waas
I. Elaine Walsh
Regina Weiss
Joan Wertheimer
Dorothy Wheeler
Lucille White
Patricia White
Sada Yasuda
Iola Young
Vija Ziemelis
Carola Zimmer
Rebecca Zuckerman
Louise Zuidervliet

MILLS SCHOOL OF NURSING

Fernando Bonafoux
Joseph Casey
Vernon Finogle
Richard Fleming
Edward Froat
Richard Gierman
Simon Goldfeder
Ronald Haberberger
Burvin Hollingsworth
Sylvester Kovalich
Kenneth Menne
Norman Morse
Michael Robbins
Roger Swanberg

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*Students receiving the Bachelor of Science Degree from New York University upon completion of the course in Nursing.

AWARDS

The members of the graduating class were honored at a reception which was held in the Residence on the eve of graduation, June 6, 1961. The Director of the Schools presided and presented the awards.

It was the decision of the Administrative Council to follow the custom previously established of considering grades in the subjects and clinical practice areas which had been completed by all members of the Spring and Fall classes.

Highest Scholastic Standing

The Lavinia L. Dock Award of $25.00, which is named for a distinguished Bellevue graduate, is awarded annually by the Board of Managers to the Bellevue student who attained the highest scholastic average. The recipient — FRANCES JOHNSON.

The Mrs. Whitelaw Reid Award of $25.00, which is named in honor of the daughter of the founder of the Mills School, Mr. D. Ogden Mills, is awarded annually by the Board of Managers to the Mills student who attained the highest scholastic average. The recipient — RICHARD FLEMING.

Honorable Mention: Irene Baer, Pamela Coroen, Frances DeLeva, Simon Goldfeder, Patricia Heidicker, Joan Jankowski, Sylvester Kovalich, Rhoda Lucker, Carol Marino, Roberta Marsh, Anne O'Toole, Margaret Ritchie, Rena Rothberg, Jeane McNeill Taylor, Brenda Teitch, Lillian Vazquez, I. Elaine Walsh, Sada Yasuda, Louise Zuidervliet.

Most Outstanding Performance in Clinical Practice

The Mrs. William Preston Griffin Award of $25.00, which is named for one of the founders of the Bellevue School, is awarded annually by the Board of Managers to the Bellevue student who achieved the most outstanding performance in clinical practice. The recipient — JOAN CORNISH.

The D. Ogden Mills Award of $25.00, which is named for the founder of the Mills School, is awarded annually by the Board of Managers to the Mills student who achieved the most outstanding performance in clinical practice. The recipient — RICHARD GIERMAN.

Honorable Mention: Irene Baer, Joseph Casey, Rose Damanti, Catherine Deane, June DiDomizio, Nancy Falk, Simon Goldfeder, Linda Higgins Haynes, Joan Jankowski, Frances Johnson, Sylvester Kovalich, Rhoda Lucker, Kenneth Menne, Norman Morse, Carmen Negron, Rosebud Pew, Brenda Teitch, Jane Thompson, I. Elaine Walsh.

Personal and Professional Qualities Indicating Real Potential as a Nurse Practitioner

The Bellevue Alumnae Association Award of $25.00 is given to a Bellevue student whose personal and professional qualities indicate real potential as a nurse practitioner. The recipient — CATHERINE DEANE.

The Mills Alumni Association Award of $25.00 is given to a Mills student whose personal and professional qualities indicate real potential as a nurse practitioner. The recipient — SYLVESTER KOVALICH.

Jane A. Delano Post No. 344, American Legion Award

The Jane A. Delano Post, No. 344, American Legion Award is a medal given in honor of Jane A. Delano, a most distinguished Bellevue graduate. The recipients — RHODA LUCKER and SIMON GOLDFEDER for General Excellence in Nursing. This is the first year that a student from the Mills School received this award.

FACULTY AND STAFF

FACULTY MEETINGS

The faculty meetings, which were held once a month from October through May, were both stimulating and interesting. A great deal of discussion centered around the adjustments that were being made in the reorganized program.

The in-service education program seemed to appeal to the faculty since the plan included a variety of topics by some outstanding speakers.

COMMITTEES

The success of the school year was due to the hard and diligent workings of all the committees. Many hours were spent in meetings and many curriculum problems were resolved.

PROFESSIONAL ACTIVITIES

The variety of professional meetings made it possible for a good representation of the faculty to attend these meetings.

The National League for Nursing held its regular meeting of the Council of Member Agencies followed by its biennial convention in Cleveland, Ohio. The Associate Director and Assistant Director for Clinical Instruction attended these meetings. The Council was chiefly concerned wtih two issues, the approval of the criteria and the characteristics of a diploma school of nursing. It was the opinion of the Council that both issues require further consideration.

A member of the Administrative Council attended the National League for Nursing regional meeting in Albany.

In as much as the annual meeting of Directors and Faculty of New York State was held in New York City, it was possible for many members to attend this meeting as well as the two-day convention of the New York State League for Nursing.

The State Education Department conducted a regional two-day meeting in the Residence of the Schools. Two faculty members attended and participated in the problem, "Identifying Essential Learning Experiences in the Clinical Setting."

Clinical instructors and assistant clinical instructors also attended such conferences and meetings as, "Total Care of a Child in the Hospital", "Psychiatric Treatment of Children", Health Association meetings, regularly scheduled Southern New York State League for Nursing meetings, District 13 scheduled meetings and the conference of the National Society for Prevention of Blindness.

The Coordinator of Home Care Nursing read a paper, "The Home Care Plans", at a two-day institute in Albany sponsored by the New York State Nurses Association.

The clinical instructor of Rehabilitation Nursing was the guest speaker at the three-day Institute on Rehabilitation Nursing at Dalhousie University, Halifax, Nova Scotia.

The Director of Schools attended the 12th Quadrennial Congress of the International Council of Nurses in Melbourne, Australia in April.

VISITORS TO THE SCHOOL

The name, Bellevue and Mills Schools of Nursing, continues to hold a prominent place in the field of nursing as manifested by the visitors from "Other Lands." We were pleased to discuss the Schools with such distinguished visitors as doctors from Switzerland, nurse educators from Scotland, England and Australia, and from many states in the United States. It was a pleasure to brief a group of doctors from the Latin American countries who attended post-graduate medical studies in the United States sponsored by the Kellogg Foundation. The wife of a representative at the United Nations from Ceylon was also among the distinguished guests.

REPORT OF THE NURSING SERVICE OF BELLEVUE HOSPITAL CENTER 1960-1961

Staffing has continued to be a critical problem because it has not been possible to attract registered professional nurses to the staff. The professional nurse vacancies have been filled with non-professional personnel (practical nurses and nurses aides) but they cannot assume or be expected to carry out the same responsibilities as professionally prepared staff. Many of the demands made by the medical staff, which they consider essential for proper medical care, cannot be fulfilled by these non-professional groups.

There has been considerable turnover in the supervisory group due to illnesses, retirements and resignations which also effect the efficiency of the nursing service and it takes some time for new supervisors to be well oriented to a new assignment.

The in-service education staff has kept an active program going throughout the year for head nurses, professional staff nurses, practical nurses and nurses aides.

The following statistical table indicates the number of authorized positions for each category of personnel, their distribution, and the percentage of positions filled at the end of the fiscal year.

STATISTICS OF NURSING SERVICE, JUNE 30, 1961

Positions - Professional Staff	Positions Authorized By Budget			Number Employed June 30, 1961			Percentage of Positions Filled June 30, 1961		
	General & Chest	Psychiatry	Total	General & Chest	Psychiatry	Total	General & Chest	Psychiatry	Total
Administrators, Supervisors Head Nurses and Instructors*	256	67	323	235	57	292*	92.1	85.0	90.3
Professional Staff Nurses	663	296	959	224	32	256	33.7	10.8	26.6
TOTAL REGISTERED NURSES (all categories)*	919	363	1282	459	89	548	49.9	21.7	42.5
Positions - Non-Professional Staff									
Practical Nurses	264	82	346	178	66	244	67.4	80.4	70.5
Nurses Aides	552	149	701	917	371	1288**	166.1	248.9	183.7**
Ward Clerks	70	19	89	68	17	85	97.1	89.4	95.5
Messengers	67	18	85	65	15	80	97.0	83.3	94.1

* Includes faculty positions in Schools of Nursing.

** 83.7% Nurses aides employed on professional and practical nurse lines.

RATIO OF REGISTERED STAFF NURSES TO PRACTICAL NURSES AND NURSES AIDES

General and Chest Service .....1 R.N. to 4.8 Practical Nurses and Nurses Aides
Psychiatric Service .....1 R.N. to 13.6 Practical Nurses and Nurses Aides

The census on the Psychiatric Service has rarely been down to the official bed capacity. Overcrowding has made it extremely difficult to give a semblance of the care which the present nursing staff is anxious to administer. The disproportionate ratio of professional to non-professional personnel places a heavy burden on the supervisors and head nurses who must be responsible for patient care under these extremely adverse conditions.

The general hospital has had a somewhat better ratio of professional to non-professional personnel than has the psychiatric service but the high incidence of absenteeism this past year throughout the hospital has complicated staff coverage to a serious degree. Steps have been taken to curtail absenteeism but it is difficult to question the authenticity of absences since doctors certificates are presented, and departmental policy permits employees (if no sick time is available) to request that absences be chargeable to accrued vacation time.

Another consideration is the large number of professional staff nurses assigned to the non-bed units which include the out-patient department, operating and delivery rooms, admitting offices, dressing office and blood bank and some of these units operate on a 24-hour basis. On June 30, 1961 the general hospital had 224 staff nurses and 81 were assigned to non-bed units; the psychiatric hospital had 32 staff nurses and 14 were assigned to non-bed units. Therefore, the in-patient census which has been consistently high this year is only part of the coverage problem.

STAFFING PROBLEMS AND RECRUITMENT

Despite the concentrated effort made to recruit registered professional nurses little success has been obtained. The lack of success may be attributed to several causes or conditions as follows:

1. Middle income housing facilities are not yet available although definite plans for such constructions are now under way.
2. The present unattractive working environment, despite the hopes and promise of a "new" Bellevue, is not conducive to job satisfaction.
3. The fringe benefits offered in this institution fail to compete with those offered in voluntary hospitals with collegiate affiliations. Our scholarship offerings are negligible in comparison.

4. The preponderance of clerical work associated with the nursing service frustrates the personnel whose prime objective is NURSING the patient.
5. Many of the "old guard" professional nurses are leaving to enjoy retirement. The younger, inexperienced nurses who replace them find the heavy work load frustrating and a strain both physically and mentally.
6. The growing strength of Unions in our institution presents difficulties in nursing service which makes for great dissatisfaction in the professional group, whose responsibility is the delegation of prescribed duties to non-professional personnel and the administration and supervision of nursing measures essential to optimal and safe patient care.
7. There is still much needed improvement in nurse-doctor relationships. This lack of rapport does much to encourage resignations from our staff. There are not enough professional nurses to carry out the orders and demands of the medical staff who argue they are here for educational and professional experience and will not desist from writing series of orders which cannot possibly be carried out with our depleted staff.

Our most stable group of personnel is the practical nurse group. There is very little turnover in such personnel. They man our evening and night staff almost exclusively under the supervision of registered professional nurses. However, absenteeism in this group has become more pronounced this year and the heavy work load may, in some measure, account for it.

With such a large percentage of our registered professional nurse positions unfilled the problem of adequate supervision, especially on the evening and night tours of duty, is one of great concern to the nursing service administration.

STAFF AND IN-SERVICE EDUCATION PROGRAM

The in-service teaching of professional and non-professional personnel in the Outpatient Department and the clinical areas was stepped up considerably again this year.

The number of personnel taught was also larger as the following statistics will indicate:

Orientation Programs			
Professional nurses	121	hours	20
Practical nurses	38	hours	8
Basic Program			
Nurses aides	192	hours	160

Advanced Program
Nurses aides ..... 884 .... hours 16-80

Basic Ward Management Course
Professional nurses ..... 39 .... hours 16

Basic Ward Teaching Course
Professional nurses ..... 20 .... hours 16

*Staff Education Lectures and Demonstrations
*Professional nurses ..... 212 .... hours 1-50 (varies)

*This figure represents several courses attended by each nurse during the year.

The in-service instructional staff in the general hospital carried on the major portion of the programs mentioned above but the in-service staff in psychiatry taught the basic nurses aide program for psychiatry and gave an orientation to professional nurses in psychiatry in addition to the general Bellevue Hospital orientation.

As professional staff dwindles the need for expanded and additional in-service training for non-professional personnel becomes more and more urgent and apparent if patients are to receive even a minimum of safe nursing care. As recommended in the annual in-service report there are still areas where in-service training is urgently needed in an attempt to try to provide an acceptable quality of patient care.

More time was spent this year by the Assistant Director for Staff Education on committees working on School of Nursing projects such as the Subcommittee IV to plan the six month's Advanced Nursing Experience for senior students of professional nursing in the reorganized curriculum and also as a member of the Committee on Nursing Practice.

NEW ADMINISTRATIVE MANUALS

The Assistant Director of Nursing for Staff Education was assigned the responsibility of guiding a committee of nursing service supervisors in the revising, rewriting and editing of a nursing service administrative manual for the use of nursing personnel on the wards. This is a herculean task and will be a great accomplishment when completed.

Operational manuals were also prepared for each clinic in the Outpatient Department to facilitate the functioning of newly appointed or reassigned clinic personnel as a reference guide for the operation of each individual clinic. This preparation was carried out by the Supervisor in charge of the Outpatient Department and her nursing staff and was given final review and approval in May by the Assistant Director of Nursing for Staff Education.

CIVIL DEFENSE

All nurses aides on the staff have had classes in First Aid to prepare them to function with efficiency in a Civil Defense emergency.

Two hours of discussion and demonstration of disaster techniques and equipment have been added to the basic 2½ week orientation program for all newly appointed registered professional nurses to prepare them to function as efficient members of the Bellevue Disaster Unit.

NURSING SERVICE ORGANIZATION

The standing committees of our Nursing Service Organization have made accomplishments this year which are worthy of note.

The Committee On Appointments, Promotions and Transfers has met regularly each week and has diligently screened applications for employment. With the assistance of the New York State Employment Service we have secured, this year, a better calibre of candidate for our nurses aide group. Some employees of Seaview and Gouverneur Hospitals (nurses aides and practical nurses) who became "displaced persons" through the partial closing of these institutions became members of our Bellevue staff. Promotional opportunities for our own employees, within this institution, has been an objective of this committee and every effort has been made to afford promotions to deserving personnel who have qualified through long experience or educational preparation.

This year the Committee On Central Supply And Equipment continued its interest in the preparation of the Extraordinary Budget for 1962-63 to secure items of equipment vitally needed for nursing service to patients of this institution. Supervisors who prepare such items are learning the value of standardization of equipment, the need for uniform description of such items so that standardization will prevail eventually, and the proper format for making requests on the Extraordinary Budget. The Supervising Medical Superintendent has released monies from Bequest Funds, in addition to annual budgetary allotments, which enabled us to secure additional supplies and equipment essential to the comfort and good nursing care of patients. Some requested budget items of equipment such as respirators, pressure point mattresses, suction machines and electric gastric evacuators have been received during this year.

The Committee on Staffing and Personnel Budget was activated for the first time on April 27, 1961 because of the many problems associated with staffing. Through these committee meetings group thinking has been beneficial and measures devised to utilize, to the best advantage, the personnel available to us. It is difficult at this time to develop standards of staffing because of recruitment difficulties. In intances of coverage stress we reallocate personnel wherever feasible.

For long range and future planning we feel the work of this Committee will be efficacious.

The Committee On Patient Care has accomplished better organization in our Central Supply units which are decentralized because of the structure of the hospital. It is hoped that the systems which are constantly evolving from such organization will be well established when the "new" Bellevue Hospital affords the opportunity to have one large Central Service as pertains in modern institutions. To date, the accomplishment of this Committee has been associated with supplies and equipment for Central Supply Units. During the coming year its objective is to concentrate on techniques involved in patient care and measures to be devised for the realization of this objective.

The Committee On Registered Nurse Scholarship Aid has been active in the distribution of scholarships available to the staff members. Our supervisors are to be commended for their efforts in publicizing these scholarships. During the year scholarship aid was dispensed as follows:

	STAFF MEMBERS	POINTS GRANTED	MONEY GRANTED
Board of Manager's Funds	24	82	$3007
Department of Hospital Funds	8	12	376
Total	32	94	$3383

PROFESSIONAL ACTIVITIES

The coordinator of Home care participated in a panel discussion on Home Care in a two day Institute in Albany, N. Y. on November 10 and 11, 1960, which was sponsored by the New York State Nurses' Association.

Six (6) members of our faculty representing Obstetrics, Surgery, Central Supply, Operating Room and In-Service Education attended an Institute on Principles And Methods Of Sterilization And Aseptic Practices In Hospitals at New York University Medical Center on October 13 and 14, 1960. This two day seminar was conducted cooperatively by the Wilmot-Castle Company and the University Hospital.

The director of nursing service attended the National Strategy Seminar which was sponsored by the New York Committee of the Industrial College of the Armed Forces during the months of January, February and March 1961.

The director of nursing service represented Bellevue Hospital and the Bellevue Alumnae Association at the Congress of the International Council of Nurses which was held in Melbourne, Australia during the week of April 16-23, 1961.

The head nurse in the chest clinic attended the convention sponsored by the New York Tuberculosis and Health Association held in Cincinnati, Ohio, during the week of May 20 - 25, 1961.

The instructor of rehabilitation nursing gave the keynote address and participated in the Conference on Rehabilitation Nursing for Region III of the Department of Health, Education and Welfare at the University of Virginia from May 8 to 11, 1961.

On June 8, 1961, the instructor of maternal and child health served as a panel member at a meeting on The Hospital's Role In Community Planning For The Unmarried Mother which was sponsored by the Community Council of Greater New York and the Greater New York Hospital Association.

HONORS AND AWARDS

The annual presentation of Twenty-five Year Service pins to employees of the Department of Hospitals was held on June 22, 1961 in the auditorium of the Bellevue Residence. Twenty-three members of the personnel of Bellevue Hospital were recipients of these service pins.

RESEARCH STUDIES

In August 1960, Mr. Sheldon Reid, Recreational Consultant with the National Recreation Organization, started a pilot study on Recreation for the Homebound. This project is sponsored by the National Organization through funds from the Federal Division of Vocational Rehabilitation and will continue for two years. It is felt that homebound patients who are cared for through our Home Care Department will benefit from this project.

The Paraplegic Research Program (a 3 year grant) on the Rehabilitation Service started on November 20, 1960. One patient will be admitted each week for research study for a period of 3 years.

VISITORS TO NURSING SERVICE

OBSERVATION OF PROGRAMS

Nursing administrators from various parts of the United States and foreign countries have continued this year to include Bellevue Hospital in their itinerary for the observation of our clinical areas and for discussion of our in-service programs. We have received many requests for assistance in establishing in-service programs in other institutions, either through having conferences with nursing administrators or sending printed data relative to our program.

Our visitors included two hospital administrators from Switzerland; two field students from Columbia University enrolled in the Hospital Administration program; two supervisors from St. Bartholomew's in London; a director of nurses from Sir Patrick Dunn's Hospital in Dublin, Ireland; the chief nurse from the Labor Hospital in Quezon City, Philippine Islands; a doctor and chief of the Hyogo Health Center in Kobe, Japan. Most visitors wish to observe in the hospital as well as discuss nursing education, nursing administration and supervision.

SURVEYS

During the week of February 20 to 25, 1961, representatives from the National League for Nursing visited Bellevue Hospital for a reaccreditation of the program of the Bellevue and Mills Schools of Nursing and to survey the clinical services in the institution. A conference was held with these representatives to discuss the nursing service organization and administration which was attended by members of the faculty of the school, nursing service supervisors, and the supervisor and instructors of the in-service education program.

On April 17 and 18, 1961, a representative of the Committee on the Joint Accreditation of Hospitals, visited Bellevue Hospital and surveyed the nursing service in the various clinical areas of the institution.

On June 13 and 14, 1961, members representing the New York State Education Department made a visit for a reregistration survey which included a reevaluation of the clinical services in the institution from the standpoint of patient care and student nurse education.

Under the direction of Mrs. W. Conant Brewer, more numerous visits have been made by members of the New York City Visiting Committee during this year. The members have been most diligent in their efforts to assist in large measure with maintenance problems which are acute, at times, in a hospital structure which is in serious need of replacement.

MAJOR APPOINTMENTS, RESIGNATIONS & RETIREMENTS

APPOINTMENTS

Grayce Brogan .....Coordinator for Surgical Specialties

Ellen Buchmaier .....Assistant Instructor of Nursing Foundations

John Conway .....Social and Recreational Counselor

Ruth Fink .....Relief Night Supervisor

Myra Greenidge .....Supervisor Psychiatry — Night

Anne Hennessey ..... Instructor of Maternal and Child Care
Veronica Holder ..... Relief Evening Supervisor
Anita Johnston ..... Instructor of Biological and Physical Sciences
Mary Keane ..... Assistant Instructor of Nursing Foundations
Raymond Krupo ..... Student Counselor
Rosemary McCully ..... Instructor of Medical-Surgical Nursing
Louise Macchio ..... Instructor of Nursing Foundations
Jean-Marie Moore ..... Instructor of Medical-Surgical Nursing
James Nehring ..... Relief Evening Supervisor
Jeanne Phillippe.. Night Supervisor Admitting and Emergency Services
Aften Phillips ..... Evening Supervisor — Surgical Service
Frank Quick ..... Supervisor Psychiatry — Night
Eleanor Reilly ..... Night Supervisor Adult Special Services
Willie Robertson ..... Assistant Instructor of Nursing Foundations
Arthur Sullivan ..... Relief Evening Supervisor
Dana Young ..... Supervisor Psychiatry — Night

RESIGNATIONS

Annie Benjamin ..... Instructor of Biological and Physical Sciences
Helen Chadwick ..... Instructor of Biological and Physical Sciences
Margaret Crotty ..... Supervisor Admitting and Emergency Services — Night
Carol Freda ..... Instructor of Nursing Foundations
Veronica Holder ..... Relief Evening Supervisor
Helene Lightbourne ..... Instructor of Maternal and Child Health
Margaret Lundy ..... Assistant Instructor of Nursing Foundations
James Murphy ..... Recreation Counselor
William Obermeyer ..... Instructor of Biological and Physical Sciences
Kate Otani ..... Supervisor Psychiatric Service
Janet Steinmiller ..... Relief-Evening Supervisor
Mabel Stott ..... Student Counselor

RETIREMENTS

Johnnie Lee Beagles .....Supervisor of Adult Special Services, retired after 30 years

Helen Becker .....Staff Nurse on Gynecology Service — Evenings, retired after 28 years

Maude Brusie .....Staff Nurse on Adult Special Services, retired after 17 years

Gertrude Kilbane .....Staff Nurse on Gynecology Service — Evenings, retired after 23 years

Mary Kelly .....Staff Nurse on Adult Special Services, retired after 24 years

Violet Korosky ..... Head Nurse on Chest Service, retired after 23 years

Ethel Satow .....Staff Nurse on Gynecology Service — Evenings, retired after 24 years

Rose Storch .....Staff Nurse on Chest Service — Evenings, retired after 30 years

Lena Taucci .....Head Nurse on Adult Special Services, retired after 30 years

Leah VanDervoort ....Supervisor L & M Pavillion, retired after 40 years

ACKNOWLEDGMENTS

Dr. Randolph A. Wyman, Supervising Medical Superintenent, has been particularly sensitive to the many nursing problems throughout this year and he has done much to alleviate them whenever possible. His untiring efforts to secure equipment and supplies necessary for the administration of good care to patients and for the establishments of better techniques has been deeply appreciated by the nursing staff. His counsel and guidance in other problems has been most helpful.

Mr. Kaudy, Director of the Volunteer Department, contributed his usual assistance in the provision of numerous volunteers to assist in areas where there was staff depletion or in places where no provision has ever been made for personnel. Without the assistance of these good "volunteer" citizens, much work which has been accomplished would have had to be curtailed.

Without the interest, encouragement, and active participation of the Bellevue Board of Managers the nursing problems would have been more burdensome. We feel indebted to the Board for the promise of middle income housing which followed a public hearing on February 27, 1961. The satisfactory culmination of the Bellevue South housing

project has been the result of their concerted effort to see that middle income housing for nursing personnel would be provided in the vicinity of the hospital. This has been an accomplishment of prime importance. Their interest in the acquisition of equitable salaries and of a "new" Bellevue has not waned. The financial contribution made to provide scholarship aid to many members of the staff and faculty and the funds provided to send members to international, national, state and local meetings have been most helpful and greatly appreciated.

Members of the New York City Visiting Committee have made numerous visits consisting of long, arduous rounds in the institution. Some of their objectives included better housekeeping for the institution and improvement in maintenance problems wherever feasible. They, too, have a deep interest in the long awaited construction of the "new" Bellevue.

Without the cooperation of our nursing personnel, both professional and non-professional, our nursing service problems would have been insurmountable. The work load has been very heavy and was increased by the high patient census and the absenteeism which reached goodly proportions this year.

We express our genuine appreciation to the Director and Assistant Director of Nursing Service and Nursing Education of the Department of Hospitals for their assistance and guidance in our various problems throughout the year.

I feel personally indebted to my entire staff — nursing service, nursing education and clerical — for their untiring efforts to assist me in every way possible to meet the every day problems, to make plans for the future and to meet the never ending emergency situations which we face up to each and every day in Bellevue. Thank you one and all.

Respectfully submitted,

THELMA J. RYAN, *Director*

Bellevue and Mills Schools of Nursing and Nursing Service of Bellevue Hospital Center

ANNUAL REPORT OF PRESIDENT OF THE BELLEVUE ALUMNAE ASSOCIATION

MAY 17, 1961

During the year the regular bi-monthly meetings of the Alumnae Association were held in the Nurses Residence, 440 East 26th Street.

Alumnae Day was very well attended and seems to be more successful each year. Belva Gardiner and her committee work hard to make it a pleasant and delightful day.

The Alumnae Association had the pleasure of entertaining the graduating class of 1960 at a tea in the Reception Room of the Residence. Corsages were presented to each student and they had an enjoyable time.

The Bellevue Alumnae award of $25.00 was presented to Alice Tahaney whose personal and professional qualities indicate potential as a nurse practitioner.

$10.00 was donated for the purchase of the year book Crane & Cross.

Ten members each received a check for $10.00 as a remembrance at Christmas.

$100.00 was sent to Nurses House for group membership.

REPORT OF FUNDS

The Pension Fund has 103 members (1 deceased and 3 new). Each member received $44.60 during the year.

The Carrie J. Brink Memorial Fund contributed $150.00 to the Carrie J. Brink Memorial Library for books and periodicals.

Eight members each received $42.00 from the Sick Fund.

The Keteltas and Cuyler Funds provided $432.00 for nursing care for sick members.

MEMBERSHIP

The membership reached 1,387 of which 180 were new members and 92 were reinstated.

I regret to announce that we have been notified of the death of thirty (30) Bellevue graduates this past year.

Respectfully submitted,

MYRTLE BYRON, *President*

CERTIFICATE OF INCORPORATION

The undersigned citizens of the State of New York and of the United States of America, all being of full age, desire to form a charitable society under the act of the Legislature of the State of New York, passed in the year 1848, entitled, "An Act for the incorporation of benevolent, charitable, scientific and missionary societies," and the acts amendatory thereof, do make and file this certificate:

ARTICLE I. The name by which this society shall be known is "The Training School for Nurses."

ARTICLE II. The object of this society is the training of nurses for the sick in order that women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

ARTICLE III. The number of directors of this society shall be ten, who shall be for the first year Mrs. W. H. Osborn, Mrs. Robert Woodworth, Mrs. William Preston Griffin, Mrs. Lucius Tuckerman, Miss A. H. Woolsey, Miss Ellen Collins, Miss Julia Gould, Mr. Henry G. Stebbins, Mrs. Chandler Robbins, Dr. W. G. Wylie.

ARTICLE IV. The principal place of business of this society shall be in the City and County of New York.

Dated, New York, February 2, 1874.

ELIZABETH C. HOBSON, *President*
VIRGINIA R. OSBORN,
ALLINE P. WOODWORTH,
ABBY HOWLAND WOOLSEY,
ELIZA WOLCOTT TUCKERMAN,

STATE OF NEW YORK }
CITY AND COUNTY OF NEW YORK } SS.:

On this second day of February, 1874, before me personally appeared Elizabeth C. Hobson, President; Virginia R. Osborn, Alline P. Woodworth, Abby Howland Woolsey, and Eliza Wolcott Tuckerman, five of the above named incorporators, to me known to be the same persons described in and who executed the foregoing certificate, and severally acknowledged to me that they executed the same.

S. B. GOODALE,
Notary Public (23),
New York County.

(SEAL)
Filed May 9, 1874.
STATE OF NEW YORK }
CITY AND COUNTY OF NEW YORK } SS.:

I, William J. McKenna, clerk of the said City and County, and clerk of the Supreme Court of said State of said County, do certify that I have compared the proceeding with the original certificate of incorporation of The Training School for Nurses, filed May 9, 1874, on file in my office, and that the same is a correct transcript therefrom, and the whole of such original. In witness whereof, I have hereunto subscribed my name, and affixed my seal this 7th day of March, 1892.

WM. J. MCKENNA, *Clerk*

The name of the corporation was changed to The Bellevue Training School for Nurses by order of the Supreme Court dated April 14, 1903, filed on April 17, 1903, in the office of the Secretary of State, Albany, New York; and the name of the corporation was further changed to The Bellevue Schools of Nursing by Certificate of Change of Name filed in the office of the Secretary of State, Albany, New York, on May 27, 1943; and the name of the corporation was further changed to The Bellevue and Mills Schools of Nursing by Certificate of Change of Name filed in the Office of the Secretary of State, Albany, New York, on June 6, 1958.

CONSTITUTION AND BY-LAWS OF BELLEVUE AND MILLS SCHOOLS OF NURSING, INC.

Article I.

The name by which this Society, as amended to date, shall be known is The Bellevue and Mills Schools of Nursing.

Article II.

The object of this Society is the training of nurses for the sick in order that men and women shall find a school for their education and the public shall reap the advantage of skilled and educated labor.

BY-LAWS

I. Memebership

1. The members of the Society shall consist of Honorary, Active and Supporting members and of such other classes as from time to time may be authorized by the members.

2. Honorary members shall be those who may be elected by the Board of Managers of the Society because of valuable aid or service rendered to the Society.

3. Active members shall be those who constitute the Board of Managers of the Society.

4. Supporting members shall be those who may be elected by the Board of Managers because of having made contributions to the Society.

II. Board of Managers

1. The Board of Managers shall constitute the board of directors of the Society and shall have such powers as are customarily enjoyed by such boards.

2. There shall be not less than ten (10) nor more than thirty (30) members of the Board of Managers, exclusive, however, of such representatives of the City of New York as may be elected to hold office ex officio.

3. Members of the Board of Managers shall be elected by the members of the Society at the annual meeting of the members of the Society. However, the Board of Managers may elect members to fill vacancies.

4. Any member of the Society shall be eligible for election as a member of the Board of Managers.

5. The terms of office of members of the Board of Managers shall be such as the members of the Society may prescribe, or, in default of any such prescription, such as the Board of Managers may prescribe; provided, however, that no term shall be for a greater period than 5 years, and provided further that no term of a member elected by the Board of Managers to fill a vacancy shall be for a greater period than until the next annual meeting of the members of the Society.

6. The Board of Managers shall keep minutes of its meetings and shall make an annual report to the Department of Hospitals.

III. Meetings of Members of the Society

1. There shall be an annual meeting of the members of the Society held in the City of New York at the principal office of the Society (or at such other place in the said City as may be authorized by the Board of Managers and specified in the notice of the meeting) on the first Friday of April in each calendar year.

2. There shall be such other meetings as may be called from time to time by the President, or by the Executive Vice-President, or by any two other

officers, or by action of the Board of Managers. Such meetings may be held at any place in the City of New York on not less than five (5) days' nor more than twenty (20) days' written notice.

3. At the annual meeting of the members of the Society, the members of the Board of Managers shall be elected to fill such terms as shall have been duly prescribed by the members of the Society or by the members of the Board of Managers. Nothing herein contained shall require the members of the Society to elect more than the minimum number of prescribed members of the Board of Managers.

4. At meetings of the members of the Society, the President, or in the absence of the President the Executive Vice-President, shall preside. In the event that neither is present, any member of the Society may call the meeting to order, and the meeting shall thereupon elect a Chairman.

5. The presence of 9 members of the Society shall constitute a quorum.

IV. Meetings of the Board of Managers

1. There shall be an annual meeting of the members of the Board of Managers held immediately after the annual meeting of the members of the Society; and no call, other than the call of the annual meeting of the members of the Society, shall be necessary for such meeting.

2. There shall be such other meetings of the Board of Managers as may be called from time to time by the President, or by the Executive Vice-President, or by any two other officers or members of the Board of Managers, or by action of the Board of Managers. Such meetings may be held at any place on two days' or more notice. Notice may be given orally or in writing; and the mailing of a letter, or the sending of a telegram, containing notice of a meeting two days before the date of such meeting shall be sufficient giving of notice.

3. At meetings of the Board of Managers, the President, or in the absence of the President the Executive Vice-President, shall preside. In the event that neither is present, any member of the Board of Managers may call the meeting to order, and the meeting shall thereupon elect a Chairman.

4. The presence of seven members of the Board of Managers shall constitute a quorum.

V. Committees

1. The Board of Managers may authorize such standing and special committees as may seem to them proper, including an Executive Committee with full power to act for the Board of Managers between meetings of the Board of Managers.

2. The President may appoint such special committees as may seem to her proper, provided that no special committee for the same purpose shall have been appointed by the Board of Managers.

3. In the event of a vacancy on any Standing or Special Committee, or sub-committee thereof, the President may appoint an individual to fill such vacancy.

4. In the event that the Board of Managers shall fail to prescribe regulations for any Standing or Special Committee, that Committee may prescribe its own regulations for the conduct of its business.

VI. Officers

1. The officers shall be the President, one or more Vice-Presidents, a Secretary and a Treasurer. They shall be elected by the Board of Managers at its annual meeting and shall hold office until the next annual meeting or until their successors are elected.

2. In addition to such officers, there may be one or more Assistant Secretaries, one or more Assistant Treasurers and such special officers or representatives as may be authorized from time to time by the Board of Managers.

3. One of the Vice-Presidents may be identified as the Executive Vice-President.

4. In addition to the powers specifically conferred by these By-Laws, the President shall have the powers and shall perform the duties usually appertaining to that office and may delegate any of such powers to the Executive Vice-President, if there be one.

5. In the absence of the President, the Executive Vice-President or, if there be none or if she be absent, the Vice-President senior in office shall perform the duties of the President. Each Vice-President shall also perform such duties as may be delegated to her by the Board of Managers directly or by the President pursuant to authorization by, or subject to approval of, the Board of Managers.

6. The Secretary and the Treasurer, respectively, shall have the powers to perform the duties usually appertaining to their offices.

7. Each Assistant Secretary and Assistant Treasurer as may be appointed by the Board of Managers shall have such powers and perform such duties as have been conferred upon or assigned to each of them, respectively, by the Board of Managers.

VII. By-Laws

These By-Laws may be amended at any time by the two-thirds vote of the members present at the Annual Meeting of the Society or at any Special Meeting of the members called for the purpose of considering and acting upon proposed changes.

Nothing contained in these By-Laws shall terminate the unexpired term of office of any person serving at the time of the enactment thereof as a member of the Board of Managers or rescind or limit the authority heretofore duly conferred upon any officer or representative to operate any bank account or any securities account with any bank, banker, trust company or broker or to fulfill any obligation of the Society.

AGREEMENT made and dated June 18, 1942 between: NEW YORK UNIVERSITY, a New York Corporation having its principal office at Washington Square, in the Borough of Manhattan, City of New York, hereinafter referred to as the "University"; THE CITY OF NEW YORK, a municipal corporation hereinafter referred to as the "city"; and BELLEVUE TRAINING SCHOOL FOR NURSES, a membership corporation hereinafter referred to as the "Board."

WHEREAS, the parties hereto desire to associate together for the purpose of continuing and expanding the work of training nurses heretofore carried on by the City and the Board in connection with Bellevue Hospital in order to confer University status on the Bellevue School of Nursing to elevate the standards of nursing education and to attract candidates with higher qualifications.

NOW, THEREFORE, in consideration of the premises and of the covenants herein contained, IT IS MUTUALLY AGREED AS FOLLOWS:

1. The work of training nurses at Bellevue Hospital shall be carried on under the name of "Bellevue School of Nursing, Division of Nursing of the College of Medicine of New York University" (hereinafter referred to as the "School").

2. The Commissioner of Hospitals of the City shall, subject to the Civil Service Law and the rules of the Municipal Civil Service Commission of the City, appoint all officers of administration and instruction of the School, including the Director, upon the nomination of the University.

3. The City, through its Department of Hospitals, shall have general control of the School. It shall continue its financial support of the work of training nurses at Bellevue Hospital, and shall, subject to the approval of the Commissioner of Hospitals, the Director of the Budget and the Board of Estimate, pay the expenses of the School, including wages and salaries, except to the extent to which contributions toward such expenses may be made by the Board, and except that the City or the Board shall not be obligated to pay tuition or other fees and expenses arising out of such pre-professional program as may be established as prerequisites of the degree. The University may, but shall not be obligated to, contribute funds from time to time for either special or general purposes of the School.

4. The University shall have general direction of instruction in the School and shall provide supervisory and consultation service by members of its staff. It shall, subject to the requirements of the State Department of Education and of the Division of Nursing of the Department of Hospitals, determine the entrance qualifications of students, the courses of study to be taken, and the requirements necessary to entitle students to certificates, diplomas or degrees. It shall take charge of student and alumni records. All degrees and diplomas after September 1, 1942, shall be conferred by the University. All bulletins and public announcements relating to the School shall be subject to approval of the Commissioner of Hospitals and the University.

5. The Board shall have power to inspect the work of the School, view the premises used or occupied in connection with the School, and make criticisms or suggestions to the Executive Committee regarding matter connected with the conduct of the School. It shall also have the same powers in connection with the nursing services; as to such services, however, its criticisms and suggestions shall be made to the Commissioner of Hospitals of the City.

6. The Executive Committee of the School shall consist of the following persons: The Dean of the College of Medicine of the University; the Director

of the Division of Nursing of the Department of Hospitals of the City; and the President of the Board. The City, the University and the Board may designate their respective alternates to serve on the Executive Committee in the event of the absence of the member representing them. The Executive Committee shall recommend persons to the University for nomination by its officers of administration and instruction of the School, including, from time to time, the person to be nominated as the Director of the School; and recommend changes in personnel, salaries or positions, and fix student fees, subject to the approval of the University and the Commissioner of Hospitals of the City. In fixing student fees, the Executive Committee shall make provisions for the following purposes; (1) expenditures for which funds are not provided by the Department of Hospitals; for example, laboratory fees, library fees, educational and recreational equipment, fund for purchases of books and uniforms and other personal equipment for student and similar purposes; (2) to reimburse the University for all expense directly incurred by it in connection with the work of the School; and (3) for such prorata portion of the general administrative costs of the University as may be equitable and proper.

9. In the event that the parties hereto shall disagree as to the interpretation of any of the provisions contained herein or as to the rights and privileges of the City, the Board and the University hereunder, such disagreement shall be submitted to arbitration, one arbitrator to be appointed by the Board, one by the University and another by the City. If such arbitrators do not agree, they shall appoint a fourth arbitrator as umpire, the decision of such arbitrator or umpire to be final and binding upon the parties hereto, the expenses of such arbitration to be assessed by such arbitrators or umpire at their discretion against any or all of the parties hereto. Any such arbitration shall be in accordance with the Arbitration Law of the State of New York as the same shall be in effect at the time of such arbitration.

10. This agreement may be terminated by any party giving notice in writing to the other parties. In the event of a notice of termination, the parties shall continue performance hereunder until all students who shall have matriculated prior to such notice of termination have had a reasonable opportunity to complete the work for the degrees, certificates or diplomas for which they matriculated. The provisions of this agreement are, however, for the benefit of the parties hereto, and shall not be deemed to confer rights upon students in the event of a termination hereof by notice, mutual consent, or otherwise.

11. Performance under the terms of this agreement shall commence September 1, 1942.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals the day and year first above written.

NEW YORK UNIVERSITY
By (signed) HARRY WOODBURN CHASE
Chancellor

THE CITY OF NEW YORK
By (signed) EDWARD M. BERNECKER
Commissioner, Department of Hospitals

THE BELLEVUE TRAINING SCHOOL
FOR NURSES
By (signed) DOROTHEA JAMES
President, Board of Managers

Paragraphs 7 and 8 of the original agreement have been deleted in this publication because the provisions therein were terminated with the sale to the City of New York of properties at 408-410-412 East 26th Street (previously owned by the University) and 416-418 and 426 East 26th Street (previously owned by the Board of Managers).

Paragraph 6 of the Agreement was modified by supplemental Agreement dated May 1, 1952, to provide that the Executive Committee shall consist of six members: the Dean of the College of Medicine of New York University; the Dean of Washington Square College of New York University; the Director of the Bureau of Medical and Hospital Services of the Department of Hospitals of The City of New York; the Director of the Division of Nursing of the Department of Hospitals of The City of New York; the President of the Board; and the First Vice-President of the Board. It was also provided that each member might designate his or her respective alternate to serve on the Executive Committee; that all actions by the Executive Committee should be deemed to be recommendations; and that all recommendations should be reported in writing to the Commissioner of Hospitals and none should be binding upon the City until and unless accepted by him.

May 20, 1942

BELLEVUE AND MILLS SCHOOLS OF NURSING, INC.
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS OF THE GENERAL FUND
OPERATING ACCOUNT FOR THE FISCAL YEAR ENDED JUNE 30, 1961

BALANCE JULY 1, 1960			
General Operating Funds:			
In banks		$15,608.35	
Petty cash		300.00	$15,908.35
Due from Edith Northcote Fund (exchange)		1,113.41	
Due from Investment fund		3,104.95	4,218.36
Revolving Loan Fund for Graduate Nurses:			
In bank		1,800.00	
Loans		200.00	2,000.00
Total Balance July 1, 1960			22,126.71
RECEPITS			
Income:			
Dues	$ 520.15		
*From investments	27,014.56		
Contributions — General	40.00		
Contributions — Mills School of Nursing, Inc.	100.00	27,674.71	
Other Receipts:			
Transferred from Edith Northcote Fund		1,000.00	
Total Receipts			28,674.71
TOTAL CASH			$50,801.42

*A list of securities held by the Board of Managers is available on request to the Treasurer.

DISBURSEMENTS

Expenses:			
Salaries—Health Service	$ 8,055.92		
Physical Education	1,669.92	$ 9,725.84	
Office Expenses:			
Bookkeeping and secretarial fees	1,059.00		
Postage and miscellaneous	53.85	1,112.85	
Sundry Expenses:			
Telephone	185.84		
Playroom expenses	131.49		
Scholarships	3,007.00		
Contribution—Crane & Cross	50.00		
Convention expenses	600.00		
Student pre-admission physical examinations	135.00		
Children's Recreation Service	380.00		
Printing annual report	549.50		
Auditing fees	300.00		
Graduation expense	600.00		
Christmas decorations	306.99		
Public relation project	500.00		
Recruitment expenses	50.65		
Chorus rehearsal	15.00	6,811.47	
Total Disbursements			17,650.16
BALANCE JUNE 30, 1961			$33,151.26

BALANCE JUNE 30, 1961 CONSISTS OF THE FOLLOWING:

In bank	$27,212.62	
Due from investment account	3,638.64	
Petty cash	300.00	
Revolving Loan Fund for Graduate Nurses (cash)	2,000.00	
BALANCE JUNE 30, 1961		$33,151.26

Mrs. William H. Osborn, Treasurer
Bellevue and Mills Schools of Nursing, Inc.
440 East 26th Street
New York 10, New York.

Dear Madam:

I have made an examination of the recorded cash receipts and disbursements of the General Fund Operating Account of the

BELLEVUE AND MILLS SCHOOLS OF NURSING, INC.

for the fiscal year ended June 30, 1961 and present the following statement:

STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS OF THE GENERAL FUND OPERATING ACCOUNT FOR THE FISCAL YEAR ENDED JUNE 30, 1961.

In connection therewith, recorded cash receipts were compared with the deposits appearing on the bank statements and income from securities was compared with such income appearing on the custodian account statements. All recorded cash receipts were deposited in bank. Disbursements were compared with paid checks, approved vouchers and other supporting evidence and the total of such disbursements was reconciled with the total of the charges on the bank statements.

The petty cash funds were counted by me during the course of my examination and found to be in order.

In my opinion based upon such an examination the accompanying statement fairly sets forth the recorded cash receipts and disbursements of the GENERAL FUND OPERATING ACCOUNT for the fiscal year ended June 30, 1961 and the cash balances of the account at that date.

Yours very truly,

REUBEN JACOBSON
Certified Public Accountant

New York 10, New York
December 5, 1961.

The New York Academy of Medicine

DUE IN TWO WEEKS UNLESS RENEWED
NOT RENEWABLE AFTER 6 WEEKS

DATE BORROWED	BORROWER

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22 W 26
N.Y.